



Ventura College Technology Advisory Group

DRAFT-Meeting Minutes 2016-17 Academic Year

Monday, April 10, 2017 CCCR

Present: Ken Drake, Gwen Lewis-Huddleston, Grant Jones, Matthew Moore, Saliha Sha

Recorder: Maureen Jacobs

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Call to Order	<ul style="list-style-type: none"> Grant called the meeting to order at approximately 2:00 PM. 			
Approval of Minutes	<ul style="list-style-type: none"> The February 13, 2017, minutes were reviewed and accepted without corrections. 			
Accreditation Update	<ul style="list-style-type: none"> Grant is working on the Technology Master Plan. He expects a summer completion. 	Complete Tech Master Plan	Summer 2017	Grant Jones
Program Review Progress 2015-16 List	<ul style="list-style-type: none"> I.T. completed almost all of the initiatives totaling about \$800,000. 			
Thin-client replacement initiative-Tech Refresh	<ul style="list-style-type: none"> I.T. is removing the thin clients from MCW and LRC PC's. 			
Digital Kiosk/Posters Initiative	<ul style="list-style-type: none"> Ken Drake is acquiring a digital kiosk and will set it up for the Business Department. Cindy Jones will review content and I.T. Rhonda Lillie will upload. Grant is looking for an easier way to manage content. He will discuss costs with Rick Trevino to see this purchase falls under 3SP guidelines. 	Order Kiosk for CTE-Business-MCE Building		Ken Drake
Smartphone App-Panic Button Initiative/Pilot Test	<ul style="list-style-type: none"> Grant has been reviewing smart phone apps for panic buttons. He has found one he likes and will set up a pilot trial. It's called Rave: http://www.ravepanicbutton.com/ 	Pilot trial-Rave Panic Button		Grant Jones
Distance Education	<ul style="list-style-type: none"> Matthew Moore reported that lots of faculty has been trained in Canvas. July 1 we will only be using canvas. He may offer a second summer class. 			
Next Meeting	May 8, 2017			